

Family Development and Self-Sufficiency (FaDSS) Council

Minutes

November 20, 2014

Iowa College Aid/Iowa Workforce Center – 3rd Floor Conference Room

430 E. Grand – Des Moines, Iowa

Mission:

Improve the lives of families at risk of long-term welfare dependency or family instability by creating opportunities for self-sufficiency.

Council Members Present:

Zebulon Beilke–McCallum – Domestic Violence Rep. - **Chairperson**

Janet Melby – Iowa State University – **Vice Chairperson**

Heidi Wicks for Lori Adams – Workforce Dev.

Rachael Scott – Business Representative – 11:45

Angela Madison for Tiffany Vasey –Human Services

Bill Brand –Human Rights

Stephanie Stebens – Citizen Member

Lance Roorda –Public Health

Kelly Trave – Citizen Member

Tom Rendon –Education – 11:30

Ex-Officio Members Present:

Representative Megan Jones – Via Phone

Council Members Absent:

LaToya Godfrey – Minority Citizen Rep.

Michael Fleming – University of Northern Iowa

Billie Marchik – University of Iowa.

Ex-Officio Members Absent:

Senator Mary Jo Wilhelm

FaDSS Staff Present:

Tim Fitzpatrick

Lorie Easter

Kelly Davydov

Marcia Thompson

Angela Madison

Others Present:

Doug Stodgel – Polk County FEC Center

Kristi Davidson – MATURA

Molly Cummings – West Central

Becky Falck – SIEDA

Wendy Martinez – North Iowa

Danielle Peterson – Four Oaks

Catherine Henley – MICA

Cathie Paige – Family Resource Center

Deb Arringdale – YSS

Alissa Schlieff – Upper Des Moines Opportunity

Brenda Fry – SCICAP

Jeff Hasley – SIEDA

Rita Luder – Southeast Iowa

Julie Weber-Davis – Four Oaks

Mindy Clayton – MICA

Lucas Sulentic – LSI

Jeannie Running – Youth and Shelter Services

1. Introductions

- Meeting was called to order at 11:05 by the chairperson
- Quorum was established

2. Council Representative's Updates

- Bill Brand reported that on 2/26/15 the Department of Human Rights is hosting a series of events to showcase the Department and its Divisions. It will include a Legislative breakfast, followed by the nine Commissions meeting individually, followed by a DHR Board Meeting, and followed by an open house. He expects that invitations will be sent out. Feel free to come and attend.
- Jan Melby reported that Iowa State University has filled nearly all of their slots for the AmeriCorps but there are two sites with openings which are in Lee and Henry Counties.

3. IFDA Update – Kristie Davidson

- The IFDA Retreat is being planned and will be held at the Drury Inn in Des Moines and date will be announced later.
- Legislative Committee is working on the Day on the Hill which will be held on January 14, 2015 the theme this year is "FaDSStastic Families Reaching Towards Success" Booths will be open from

11:00 to 2:00. The Council is invited to attend. Attendees are asked to contact Kelly or Tim so a nametag can be made for you.

- The 2016 FaDSS Day on the Hill will be held on January 13, 2016.

Quorum Announced at 11:15

4 Approval of the Agenda – Chairperson

MOTION:

Mr. Brand moved that the agenda be approved.

Mr. Roorda seconded the motion.

There was no discussion.

VOTE:

All Council members voted aye. The agenda was approved.

5 Approval of the September 18, 2014, Council Minutes – Chairperson

MOTION:

Mr. Brand moved that the September 18, 2014, minutes be approved as submitted

Ms. Trave seconded the motion.

There was no discussion.

VOTE:

All Council members present voted aye. The minutes of September 18, 2014, were approved.

6. FaDSS Family Story – Mid-Iowa Community Action, Inc.

- Mindy Clayton and Catherine Henley shared a story of one of their families
- Family composed of two parents and three children. Family was homeless living in a camper in a campground. Mother was a student at the Community College – Father working for a construction company for \$10.00 per hour. .
- Family referred to Hardin County Landlords, Low-Income Housing & HUD and found an apartment for \$300 per month.
- Enrolled in FaDSS in September and getting %548 in FIP and \$700 in Food Stamps, in October FIP reduced to \$10 per month and Food stamps reduced to \$300 because of husband's income. Couple commuting 33 miles round trip for work and school. In November received \$10 in FIP and \$170 in transportation reimbursement from PJ but Food Stamps increased to \$420 due to decreased FIP. In December Father received a \$2.00 per hour raise making them ineligible for FIP. The Mother looked a part time job to supplement income. Received \$400 from LIHEAP and cut off the service to mothers' phone. Mother now getting \$372 a month in child support for one of the children. By February father still working for \$12 per hour. Mother working part time for 12 hours per week for \$7.25 per hour. Child support was decreased to \$160 per month and they continue to receive Food Stamps and family were all covered by Title 19.
- Family only in FaDSS for 6 months. The Family was very successful in the FaDSS outcomes, by being off FIP and being employed, successful in the PROMISE JOBS world; still the family really struggles even though they are successful.
- It was through if there was a longer transition (more than three months) it would be helpful for the family.
- Mr. Brand thought that this story really shows how a family has very real struggles that are really draining to a family from day to day and month to month.
- Ms. Wicks added that a lot of families will turn down employment or a raise because it might cause them to lose their child care, or FIP or Food Stamps or Transportation etc. and the raise or income wouldn't be enough to cover what they were receiving.
- Ms. Henley was asked if the family had been able to have a longer transition period after getting off FIP, would they have taken that opportunity? She said yes they would have.

7. FaDSS FY 14 Onsite Review Organization Standards – Lorie Easter

- A handout (Family Development & Self-Sufficiency (FaDSS) Program Standards Summary) was distributed with the Council packet as a follow up to the September Council Meeting.
- The program standards were discussed at the last meeting which were monitored for in FY 14
- In FY 15 the FaDSS organizational standards to the monitoring process
- The last two years have provided technical assistance on the organizational standards
- Approximately 5 years ago we began looking at the standards that were developed for Iowa Family Support. Those were standards that family support programs in Early Childhood Iowa went through to

get accredited. The FaDSS program was not a part of participation in that accreditation but it was decided we would align our FaDSS Standards with those standards.

- The bigger leap was establishing standards around the organization.
- A handout showing the FY 14 Organizational Standards Assessment was also included which is a snapshot during FaDSS Technical Assistance showing our understanding of where grantees were at. This was not written up as part of their on-site review as far as not meeting or meeting the organizational standards prior to 6/30/14.
- FaDSS staff believes grantees are coming along with the standards. In September of 2015, the organizational standards will be part of the reviews that were finished by June 30 or 2015.
- We have received a request from the Community Action Agency Directors to do a formal review of all of our standards. We will be working on that in the near future. Updates will be forthcoming.
- Mr. Brand stated that the Community Services Block Grant has also developed organizational standards which are being implemented this year on a national basis; they are also closely aligned with the FaDSS organizational standards.

8. **Capacity –Tim Fitzpatrick/Kelly Davydov**

- A handout was provided on the FaDSS Capacity Policy which was established on 1/18/2004.
- When a grantee falls below 95% of capacity for three consecutive months, it is brought to the attention of the grantee. Numbers are reviewed for accuracy. DHR staff provides technical assistance to the grantee, asks grantee about current issues contributing to problem, asks what is being done to remedy the situation, etc.
- There are 3 options when a grantee doesn't bring capacity up after that 9 months for the Council. They can put the grantee on probation, they can decrease the grantee's caseload, or they can terminate the contract
- Lutheran Services of Iowa has been below 95% of capacity for over nine consecutive months. LSI serves families in Cay, Dickinson, Osceola, and O'Brien Counties in Northwest Iowa Program capacity is set at 39. The number of FIP families available for FaDSS has been reduced in those counties In NW Iowa. There are 65 FIP families available in those counties which they serve. Currently they have two full time FaDSS Specialists and a part time FaDSS Coordinator. They experience total staff turn-over during the last nine months and the capacity has suffered. It seems like the smaller programs have more difficulty in maintaining capacity. One or two families in a smaller program is a significant percentage. PJ referrals had slowed but have now picked up. The program has taken steps to address the capacity issue including engaging families, getting referrals, attending PJ orientation, increasing marketing information, meeting with PJ workers, previous LSI FaDSS Coordinator is now employed by PJ, broadened connections with other community resources to promote the program, etc.
- The DCAA staff recommends probationary status for LSI to allow time for the program to become fully staffed and to implement the strategies designed to increase the capacity to the required level. The Council should review the program capacity at the next meeting in March and make further recommendations as necessary.

MOTION: Ms. Scott moved that the Recommendation for probationary status for LSI be approved with review of the program capacity in March for further recommendations as necessary be accepted. Ms. Wicks seconded the motion.

VOTE: All FaDSS Council members voted aye. The motion carried.

- Sieda has been below 95% of capacity for more than 9 months, so they are being brought before the FaDSS Council for review.
- SIEDA serves seven counties in South Central Iowa. Overall capacity is for 108 families. Sieda serves about 38% of the FIP families available in that area of the state. It is a higher need area. Sieda has five full time FaDSS Specialists and a Program Supervisor and a Human Services Director who are all actively involved in the administration of the FaDSS program. Each Specialist has a caseload of 21; the FaDSS Supervisor typically carries a very small caseload of about three families. They are overall close to the 95% of capacity. They seem to trend 89 to 92 % of capacity. The program has had some significant staff turnover. Four of their FaDSS Specialist have been replaced during the last year. The program supervisor is relatively new as well. One of the new specialist was on leave this year as well. This also brought training challenges. This program has had some program challenges in the area of program fidelity as well. At the last Council meeting we discussed some of the strategies put in place to address the overall fidelity issues with this program. Some of the activities that we have been

involved with have been to develop a more holistic comprehensive corrective action plan. This program has put a lot of time and effort into developing a solid plan to resolve some of the larger issues and to bring capacity up as well. It made sense to address capacity as part of the larger corrective action plan. They have put a lot of time and effort into implementing the plan. They are making some really good progress. They have been very open to training, technical assistance and on-going support from our state program staff as well. We have done a lot of activities together in terms of training staff, providing technical assistance, going through activities to assist the new specialist and new staff in coming up to speed and really being able to implement the new program as defined. We did advise them to focus on improving the overall program functioning versus narrowly on capacity; we wanted them to focus on building a strong program that served families well versus getting up to speed in terms of serving a high quantity of families. We wanted quality knowing that the quantity would come after that. We feel that capacity will correct itself as a result of the larger corrective action measures that are in place.

- The combination of technical assistance and training that we have been able to provide along with dedication and hard work of the grantee together led us to the recommendation of DCAA staff that Sieda's FaDSS program receive probationary status to complete the activities outlined in the corrective action plan (full implementation is anticipated in January 2015). The Council may review the program's capacity at the March meeting to take further action as necessary.

MOTION: Ms. Stebens moved that the Recommendation for probationary status for Sieda be approved with review of the program capacity in March for further recommendations as necessary be accepted. Mr. Brand seconded the motion.

VOTE: All FaDSS Council members voted aye. The motion carried.

- Perhaps the capacity process should be revisited since conditions have changed during the last ten years.
- It would be good to see the # FIP Families in an area at a future Council meeting, compared to capacity.
- Discussions about referrals, rural vs. urban, collaborations, low capacity, low wages, and human resources took place.

9. FaDSS Evaluation Project – Kelly Davydov

- Copies of the Hornby Zeller Associates Research Compendium and Evaluation were distributed earlier and are available on-line.
- Hornby Zeller Associates, Inc. is based out of New York, they specialize in social science research, they met with the FaDSS Outcomes Committee in November and gave an excellent and in-depth look at this project.
- The Research Compendium was to compile the most recent and ? research to demonstrate the effectiveness of the components of the FaDSS Model.
- The FaDSS model components include assessment, goal setting, home visitation, referrals, collaborations, support, advocacy, and self-empowerment.
- Flexible funding into more of the referral/collaboration core component and group activities into support.
- First five pages describe the core components and touched on the key findings for each of the components. They pulled a lot of research from several different fields. It was a multi-disciplinary approach. They looked at the most recent and compelling research to support the use of these core components in the FaDSS model.
- Page seven provides a visual breakdown of the research they looked at. This matrix organizes each of the articles by the component that it touches on.
- Pages 8 to 17 are laid out like any literature review. It is organized by core component and then gives a synopsis of each of the articles that they reviewed, (there is some overlap).
- Pages 19-21 tries to include some helpful web-sites for related information.
- The last page provides a summary of the other works sighted.
- The compendium starts to provide a basis to form our future evaluation with the FaDSS program. It demonstrates that the FaDSS core components are grounded as solid research.
- It gives us a foundation to move forward with in terms of our overall evaluation goals
- They did look at a cost benefit analysis in terms as to how best to engage in this activity but it is not really addressed in the compendium.

- It was very confirming to go through this with Hornby Zeller to see that the core components of the FaDSS program are well founded in solid research and practice.
- The research compendium can be a valuable tool for grantees to use as well. It can show that what FaDSS lays out in terms of a model is grounded in solid research. It is a good training tool for the FaDSS Specialist as well to understand why some of the FaDSS structures are in place the way that they are.
- The Evaluation Framework is a roadmap for what we can be doing to evaluate our outcomes for families.
- The Evaluation Framework reviews what we are able to collect now and what our current data sources are.
- The first few pages give a summary of the FaDSS program. Page 4 & 5 discuss our current data collection efforts. What we are collecting and how we are collecting it. Resources and inputs what are our activities, what are our outputs, what do we hope to see as outcomes. The logic models captured not only captured the things that we are doing now but it also captures some of the things we could be doing. Not everything you see in here is something that we are currently collecting or monitoring. This is a living document that we can modify or add to as time goes on as we learn more about our own evaluation capacity.
- They included were some thought in selecting indicators. What we are collecting – what we could be collecting or doing in the program.
- Pages 10-12 give a more in-depth breakdown in terms of output indicators and outcome indicators. On the tables, anything with an asterisk is something we are not currently collecting, but they think we should collect in the future.
- Pages 13-23 is their recommendation for a ? in terms of evaluation activity. The main activities they recommended that we either visit or revisit would be how we use the self-sufficiency matrix which is our main tool and how to move forward with that.
- Looking at our ability to capture post exit outcomes. A follow-up
- We collect a lot of data. We have some considerations going forward in terms of where that data is stored. How we interpret that data. How we report that data out to grantees. How we take those results and use them to inform on-going continuous improvement efforts. There are a lot of suggestions in these areas as well.
- Then they focused on the cost benefit analysis. Talking about the methodology and some of their specific recommendations around that.
- We have worked internally to see what the next steps should be. The outcomes committee would take a look at the next steps we should focus on, what we can afford rather quickly, vs. some of the longer term expensive projects that would take additional resources.
- This gives us good guidance in terms of where to go next and how we could consider doing that.

10. **Committee Updates**

Outcomes Committee - Ms. Kelly Davydov

- The outcomes committee will meet on December 11th.

Training Committee – Tim Fitzpatrick

- The Training Committee is looking at reviewing our current family development certification training curriculum. We are currently in the process of doing that. We are currently contracting with the U of I to do a review³ of the curriculum and do a cross-walk with what the currently providing in that curriculum with the Family Support Worker Competencies.
- Iowa Family Support is currently in the process of developing a competencies assessment. (Iowa Family Support is basically a broad spectrum of many different home visiting programs that provide home visit.) FaDSS is a component of that. We are not covered by some of the requirements of the Iowa Family Support Program but we are kind of involved with that process. We try to align whenever possible with what they are doing in family support as well. As part of that, and since the U of I actually developed the Family Support Worker competencies. We thought it would be a good idea for them to look at the curriculum they provide for Family Development Certification and do a cross work with the worker competencies and see where this is alignment and moving forward where can they modify the current curriculum that we provide to better meet the needs of the family support competencies. It is a way to enhance the current Family Development Certification. That contract is still in the works. We are looking to get that back from the U of I. It should be done by March. They will come to the Council to see if we need to revisit the FaDSS curriculum.

11. **Nomination Committee Update- Tim Fitzpatrick**
 - The Nomination Committee will be meeting tomorrow with a prospective Business Representative who is from Social Media Wives Iowa. We will have more to share with that in March.
12. **Staff Update – Trainings – Lorie Easter**
 - Iowa Family Support and Prevent Child Abuse Iowa Conference will be held together on April 13, 2015 through April 15, 2015 in Des Moines area. Registration has not come out yet.
 - Iowa Community Action Association Annual Training Conference will be held June 2 through June 4 at the Airport Holiday Inn in Des Moines
 - We have been receiving lots of input from grantees on direct line workshops around family development type work
13. **Other Business**
 - Day on the Hill is January 14, 2015.
14. **Next Meeting**
 - The next meeting will be held on May 26, 2015 at 11:00 a.m. at Polk County River Place, Room 1A, Des Moines, Iowa
15. **Adjournment**

MOTION: Mr. Brand moved that the meeting adjourn at 1:05. Ms. Stebens seconded the motion. The meeting adjourned at approximately 1:05.

Respectfully submitted,

Marcia Thompson